

# Metrorail Safety Commission

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## AGENDA

**Tuesday, May 22, 2018**  
**Location: COG Board Room**  
**777 North Capitol Street NE, Suite 300**  
**Washington, DC 20002**  
**12:30 p.m. – 2:00 p.m.**

- 12:30 1. Call to Order and Roll Call**  
Christopher Hart, MSC Board Chairman
- 12:35 2. Chairman's Remarks**
- 12:40 3. Staff Report**

## ACTION ITEMS

- 12:55 4. APPROVAL OF THE MINUTES OF THE MAY 8, 2018 MEETING**  
Debra Farrar-Dyke, MSC Secretary
- 1:00 5. APPROVAL OF MSC JOB ADVERTISEMENTS & AUTHORIZATION TO RELEASE A TECHNICAL SERVICES RFQ**  
Nicholas Ramfos, COG Staff

Staff will be seeking the Board's approval to adopt a proposed MSC jobs advertisement plan for the remaining 12 full time employees currently identified to serve the MSC. The job advertisements will match the position descriptions defined in the Workload Assessment previously conducted and shared with the FTA.

Staff will also be seeking the Board to authorize staff to finalize a Request for Qualifications (RFQ) for release. The RFQ will be used to secure a consulting firm to provide the MSC with the functionality/capability to fulfill any of the tasks identified for the 12 remaining full-time employees identified for the MSC and not hired through the job advertisement plan.

## INFORMATIONAL ITEMS

- 1:15 6. MSC's Budget Report**  
Nicholas Ramfos and Barbara Brennan, COG Staff

Summary of revenue and expenditure of the MSC through March 2018 by various budget elements. An overview of the MSC financials has been previously provided to the MSC. This briefing will provide additional information at the budget element level consistent with the budget elements approved by the FTA. The report will reflect all federal funding and state match dollars made available to COG for use on the MSC activities (Federal FY 2013, FY 2014, and FY 2015).

**1:30 7. ADJOURN**

The next meeting of the MSC is scheduled for June 5, 2018.